

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, February 06, 2017**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal Building, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on **Monday, February 06, 2017** at the time of 7:00 o'clock p.m.

**Silent Roll Call:** Councilors Bernie Zemen, Mark A. Herak, Steve Wagner and Konnie Kuiper were present. Councilor Dan Vassar was absent owing to an ailment. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

Also present: William R. Timmer, Jr., CFOD, Fire Chief; Steve Mileusnich and Susan Murovic of the Advisory Board of Zoning Appeals; and Ed Dabrowski, IT Consultant (Contact) were also present.

*Guests.* Shawn Pettit and Jim Terpstra of LAMAR Advertising; and Thomas Brown, CIC, CRM, CWCA of Brown Insurance Group were also present.

**General Substance of Matters Discussed or Proposed**

1. **Fire Chief to Report on Vehicle Replacement and Request.** Chief Timmer distributed a written memorandum regarding his request for a replacement of the current  $\frac{3}{4}$  ton passenger van and the Suburban. He indicated the Fire Department's desire to replace both with  $\frac{3}{4}$  Ton pick-up truck and a  $\frac{1}{2}$  ton crew cab pick up truck.

He reported that he had solicited quotes pursuant to the Purchasing Code Chapter 3.05 of the Municipal Code, from four dealerships: Schepel GMC, Bosak Chevrolet, Smith Chevrolet, and Christenson Chevrolet.

It was noted that a public hearing to consider proposed additional appropriations in the cumulative capital development fund is scheduled for Monday, February 13, 2017 to support the costs of the purchases.

A summary of his report:

Purchase of a  $\frac{3}{4}$  ton pick-up to replace the current  $\frac{3}{4}$  ton passenger van.

<i>Schepel GMC</i>	<i>\$31,907.97 with trade-in of 1994 Suburban</i>
<i>Bosak Chevrolet</i>	<i>\$33,229.00 with trade-in of 1994 Suburban</i>
<i>Smith Chevrolet</i>	<i>\$36,023.00 with trade in of 1994 Suburban</i>
<i>Christenson Chevrolet</i>	<i>\$36,114.75 with trade in of 1994 Suburban</i>

Purchase of  $\frac{1}{2}$  ton crew cab pickup truck to replace the Suburban

<i>Christenson Chevrolet</i>	<i>\$32,688.15 with trade-in of 1996 passenger van</i>
<i>Bosak Chevrolet</i>	<i>\$34,900.00 with trade-in of 1996 passenger van</i>
<i>Smith Chevrolet</i>	<i>\$36,075.00 with trade-in of 1996 passenger van</i>

There was no objection to the report. Chief Timmer departed.

2. **Workers Compensation renewal with IPEP; Group Dental Plan with United Health Care.** Proposal represents a reduction from the previous premium. Mr. Thomas Brown, CIC, CRM, CWCA of Brown Insurance Group presented the

overview of the renewal with IPEP for workers compensation. There was some discussion regarding the recent hit and run that injured Officer John Swisher while on duty. Mr. Brown noted that the proposed premium or "contribution" is estimated to be **\$104,894**. This represents a decrease of 1.16% under the previous year. The experience modifier is quite good.

Mr. Brown also reminded the Council that the Dental Plan with United Health Care would be unchanged owing to a rate freeze from its renewal last year. The renewal he reported was for March 1, 2017. United Health Care (UHC) rates are **proposed** for renewal at Employee only at \$34.92; Employee and Spouse at \$76.46; Employee plus children \$73.49 and for Employee and family at \$125.66 per month; The current rates are the same. The proposed rates from United Health care represent a 0% increase over the 2016 rates.

It was noted that these matters would be taken up at the Town Council meeting of Monday, February 13, 2017.

3. **LAMAR SIGNS PROPOSAL.** Mr. Shawn Pettit of LAMAR Outdoor, joined by two others from LAMAR, made a presentation to the Town Council regarding a sign proposal. The proposal was for the installation of a LED electronic display, two sided to be installed on top of the Municipal Welcome Sign on the property at 8001 Kennedy Avenue, located on the northeast side of the road.

Mr. Pettit indicated that the proposal would be for a license to locate, with 15-year term, with increases over the initial license fee every five years. Mr. Terpstra indicated that the increase would be 20% every five years. Mr. Pettit indicated that Mr. Zemen had a copy of the license/lease agreement.

The Acting President, Vice President Wagner thanked all the persons from LAMAR. He indicated that he did not think that the Town Council was open to the idea at the present time, but the information would be taken under advisement.

4. **Introduced Ordinance No. 1638 to amend Chapters 11.05 and 11.10 regarding modifying the prohibition on alcoholic beverages to allow it in conjunction with a companion event at the Main Square and the Sharp Athletic Complex, with Park Board issuing a special exemption permit in limited circumstances.** The introduced ordinance has been marked up to address as concern regarding Town Council approval be included with the *Special Events with Alcohol Permit*.

The Clerk-Treasurer and the Town Council discussed the marked up version and the changes that were made since its introduction on December 28, 2016. It was noted that the language now provides for Town Council approval for so-called Special Events with Alcohol Permits (SEAP)s. Further, that if the Town Council did not act within a specified time frame (30 or more days before the event), or acted in the negative, the permit was denied. The Clerk-Treasurer said that the ordinance would need final review form the Town Attorney.

There was no objection to placing the ordinance as revised on the Agenda for Monday, February 13, 2017 for action.

5. **Discussion of electronic letter from Ms. Loyce Fandrei, 2901-99<sup>th</sup> Street, Highland, and the Information regarding IDNR Community Hunting Access Program (CHAP).** The Town Council and the Clerk-Treasurer discussed the printed electronic letter sent by a resident, Mrs. Loyce Fandrei, regarding deer coming from nearby Hoosier Prairie becoming a significant nuisance. She sent with her missive information on a program for urban management of deer offered by the Indiana Department of Natural Resources (IDNR).

The Clerk-Treasurer indicated that Mrs. Fandrei is a neighbor and he shares the problem, with less intensity that she shared. The problem is just as she described in her letter.

The Acting President indicated that he had contacted the Police Chief, gave him the letter and the associated information and asked him to contact the IDNR and determine if the program could be applied here.

6. **Appointments remaining.** The Clerk-Treasurer briefed the Town Council on the remaining appointments to be made, noting that the Redevelopment Commission and Community Events Commissions had not yet been reappointed.

Councilor Herak reported that Karen Ziants of the Community Events Commission indicated that owing to health and moving from Highland, she no longer wishes to be considered for reappointment.

The Clerk-Treasurer also noted that the Redevelopment Department had assembled a list of persons for reappointment to the Main Street Bureau Board of Directors. The redevelopment department asked that the persons listed be considered by the Town Council for appointment. It was noted that the board has struggled to convene with a quorum.

The following list of remaining appointments was provided to the Town Council.

*Executive Appointments (May be made in meeting or at another time)*  
(Appointments have been placed on agenda in case there is readiness to act)

1. **Redevelopment Commission** (3) appointments to be made by Town Council President. *(Note: currently held by William Leep, Ed Dabrowski, and Dominic Noce. Mr. Noce has indicated he no longer wishes to serve.)*
2. **Waterworks Board of Directors:** (1) appointment to be made by Town Council President. *(Note: Currently serving Keith Bruxvoort (R). Mr. Bruxvoort has indicated that he no longer wishes to be considered. Current composition of the board is three Republicans and two Democrats. No more than three of any one party under state law.)*
3. **Economic Development Commission.** (1) Appointment to be made by the municipal executive, but requiring nomination from the Town Council. Term ended just before February 1<sup>st</sup>. *It is the vacancy of the unexpired term of George Vande Werken. Starting February 1, 2017 for 4 years. It has been vacant for a year.*
4. **Community Events Commission.** (1) Appointment. 4-year term. *Currently serving Elmo Parlor.*

*Legislative Appointments*

1. **Redevelopment Commission** (2) appointments to be made by Town Council. *(Note: currently held by Kathy DeGuilio-Fox and Greg Kuzmar)*

Home Rule Commissions

2. **Main Street Bureau Board:** (17) appointments to be made by the Town Council. Term: Two years ending 1 Jan 2019. *There were 10 of the 17 in place and serving. Currently serving are Darlene Barron, Daniel Dunn, PhD, Mario George, Tracy Oprea, Julie Larson, Julie Larson, Alicia Rosignol, Jennifer Duncan, Marion Case, Marie Russo, Dawn Diamantopolous. Not all of these have asked for reappointment. See the list provided by Redevelopment Dept.*

**3. Community Events Commission:**

**(4)** Appointments to be made by the Town Council. **Term: 4 years.** (Note: Currently serving Dawn Wolak and Karen Ziants, and two Vacant posts, the terms of which expires 1 January 2018, unexpired term)

**(9)** Appointments to be made by the Town Council. **Term: 1 year.** (Note: Currently serving, Bandon Wolak, Erica Rozenich-Wolak, Adam Nyiri, Kristen Smith, Sonyelle T. Clark, Dean Smith, Jr., Alayna Kaim, Christopher Kornaus, and Deanna Christ)

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, February 06, 2017**, was adjourned at 7:46 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer